



WASHINGTON STATE DEPARTMENT OF  
**Natural Resources**



**Natural Resource Program Specialist  
Northwest Region**

**AGENCY MISSION AND CHALLENGE:**

The mission of the DNR is to provide professional, forward-looking stewardship of our state lands, natural resources, and environment. The DNR also provides leadership in creating a sustainable future for the Public Land Trusts. The DNR manages over five million acres of state-owned land, over 1300 employees, and operates with a biennial budget of approximately \$400 million. You can find more information about the department at our [DNR Home Page](#).

**APPOINTMENT TYPE:** Permanent, FT

**SALARY:** \$3215 - \$4115 per month, plus a full benefits package

**CLOSING DATE:** November 10, 2004

**LOCATION:** Sedro-Woolley, WA

**JOB PROFILE:**

This position is responsible for:

- Supervising the region forest practices support staff and coordinating with the region forest practices field staff to ensure timely and accurate processing of forest practices applications while maintaining high standards for customer service.
- Providing technical advice on the Forest Practices Rules, policies and procedures to region staff, public, local government, other state agencies and industry.
- Assisting the Forest Practice District Manager in ensuring that the intent of the Forest Practice Act is met in the Northwest Region and helps to identify trends, problems and resource protection issues.
- Working with local government to provide training on forest practices issues, region coordination of the transfer of jurisdiction of conversion applications to local government, and other issues related to local government.
- Interfacing with the Forest Practices program in Olympia on various forest practices guidelines, policies and issues; serves on statewide forest practices committees as appropriate.
- Coordinating region SEPA actions, review and tracking as they relate to forest practices.
- Coordinating monthly TFW Breakfast meetings and TFW Quarterly meetings.

**MINIMUM QUALIFICATIONS:**

(Interested candidates will be screened for minimum qualifications)

A Bachelor's degree in forestry or area of specialty and three years' professional experience in a specialty area.

OR

Two years' experience as a Forester 2 or equivalent natural resource professional in Department of Natural Resources.

**DESIRABLE KNOWLEDGE, SKILLS, ABILITIES AND QUALIFICATIONS:**

- Excellent written and oral communication skills;
- Working knowledge of the Forest Practices Rules;
- Supervisory experience;
- Field experience in the forest industry;
- Experience working in regulatory programs;
- Ability to work with people to solve problems;
- Working knowledge of the State Environmental Policy Act (SEPA).

**WHO MAY APPLY:** This recruitment is open to anyone who meets the minimum qualifications. DNR employees who are eligible to transfer, voluntarily demote or elevate are also encouraged to apply. Interested candidates who wish to be considered for this opportunity must follow the application process below. Top applicants will be asked to apply to Natural Resource Program Specialist register prior to final selection.

**APPLICATION PROCESS:**

Interested and qualified candidates should submit:

- A letter of interest (not more than two pages) describing your qualifications as they relate to the position.
- A current resume or Washington State Job Application

Submit all materials by 4:00 pm on the closing date to:

[jodi.harkness@wadnr.gov](mailto:jodi.harkness@wadnr.gov) (Please indicate *NRPS* in the subject line of your e-mail)

Or

DNR – Northwest Region  
919 N Township  
Sedro-Woolley, WA 98284

Interviews will be held the week of **November 17th**.

E-MAIL responses are preferred, but hard copies will also be accepted. Please submit your package in only one form.

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